



**FINANCE & ADMINISTRATION SUB-COMMITTEE
SPECIAL MEETING MINUTES
Thursday, May 14, 2015 - 7:30 AM
West Des Moines City Hall – 4200 Mills Civic Parkway
Teamwork Room, 1st Floor**

Present: Councilmember Jim Sandager, Councilmember Russ Trimble (via telephone), City Manager Tom Hadden, Finance Director Tim Stiles, and Budget Analyst Chris Hamlett.

Meeting was called to order at 7:30 AM

1. Hotel/Motel Allocations

Mr. Hadden, Mr. Stiles, and Mr. Hamlett presented a staff-recommended allocation of Hotel/Motel tax revenue for FY 15-16. This included funding related to the 11 outside organizations which had presented information at three previous F&A meetings. Mr. Hamlett also distributed a summary of hotel motel tax allocations from previous years.

The Committee reviewed the specific line-item staff recommendations and after discussion, reached agreement on an overall allocation model. Highlights include the following:

- The West Des Moines Public Arts program would receive funding of \$160,000, of which \$120,000 is the “maximum” calculated contribution deriving from action taken by the Council in January 2011 and the remaining \$40,000 is a discretionary, one-time contribution. To encourage private donations to the Public Arts program, additional funds have been allocated to match dollar for dollar donations, up to \$60,000
- Central Iowa Shelters & Services would receive \$12,000 for the third annual contribution toward a five year \$60,000 commitment approved by Council in 2013.
- \$50,000 would be allocated for continued improvements to the Holiday Park Baseball Complex.
- The WDM Historical Society would receive \$40,000 for infrastructure improvements which represents an increase of \$20,000 from the previous year. \$15,000 of this total was committed by previous Council action in December 2013.
- The WDM high school robotics team (Iowa STEAM Innovation Zone) would receive \$10,000 along with an understanding that the group must demonstrate matching funds prior to receiving funds.
- The WDM Business Incubator would receive \$10,000 along with an understanding that the group must demonstrate matching funds prior to receiving funds.
- The Iowa Senior Games would receive \$10,000 which represents an increase of \$2,150 from the previous year.
- Iowa Homeless Youth Centers would receive \$1,000 which represents an increase of \$275 from the previous year.
- All other discretionary programs would be funded at FY 2014-15 levels.

The recommended allocation will be presented to Council for consideration at the meeting of May 18, 2015.

2. Staff Updates

None

3. Other Matters

None

Meeting was adjourned at 8:40 AM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Tim Stiles", is written over a light gray rectangular background.

Tim Stiles
Finance Director